

# A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT

## Department of Highways Professional Services Procurement Bulletin 2015-12 Warren / US 31-W/ 3-8853

This document constitutes a Request for Proposals for Personal Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

### **I. PROJECT DESCRIPTION**

County - Warren  
Route - US 31-W  
Item No. - 03-8853.00  
Project Description - Minor widening (2 + 1 concept) from the Simpson/Warren County line north to the Buchanan Park entrance (MP 0.0 to MP 4.258)(14CCN)

### **II. PROJECT INFORMATION**

Project Manager - Joe Plunk, P.E.  
User Division - Highway Design  
Approximate Fee - \$875,000 Preliminary Engineering and Final Design (Lump Sum)  
Project Funding - State Funds (SPP)  
Project Length - Approximately 4.2 miles

### **III. PURPOSE AND NEED**

US 31W is a vital and heavily traveled connection between Bowling Green and Franklin. The increasing traffic is creating safety and mobility issues for motorists and commercial vehicles along the corridor.

The project was identified as the No. 4 transportation need for District 3 in the 2013 District Transportation Plan. Resulting from that recommendation, this project was identified in the FY 2014-2016 Enacted Biennial Highway Plan.

The purpose of this improvement is to address the safety and mobility issues along US 31W and to provide a safe and reliable connection from Franklin to Bowling Green.

### **IV. DBE REQUIREMENT**

None

### **V. SCOPE OF WORK**

The Selected Consultant will be required to provide engineering services to perform Preliminary

Engineering and Final Roadway Design. Preliminary Engineering includes line and grade plans, traffic engineering analysis as per Design Memo 03-11, preliminary drainage, and cost estimates. Final Roadway Design includes, at a minimum, preparation of drainage design, right-of-way plans, construction plans including storm water construction and post construction Best Management Practices (BMP), signing and pavement marking plans, traffic control plans, final cost estimates, and an anticipated construction schedule. Geotechnical Engineering includes all field work and lab work necessary to provide a Geotechnical Roadway and Structure Report.

## **VI. SPECIAL INSTRUCTIONS**

The Department may retain any of the advertised services to be performed by in-house state forces.

Instructions for Response to Announcement can be found at:

<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

## **VII. AVAILABLE STUDIES**

[2015 DNA Scoping Study for US 31W from the Simpson County line to Buchanon Park](#)

## **VIII. METHOD OF DESIGN**

The Selected Consultant shall utilize the most recent CADD Standards for Highway Plans Policy in the development of the highway plans.

## **IX. ENVIRONMENTAL**

The Department will provide environmental services for this project anticipated to be an Environmental Overview. The Consultant will be responsible for providing any necessary exhibits or plans needed by the Department for the assessment.

## **X. PHOTOGRAMMETRIC SERVICES**

The Department will provide either photogrammetry and aerial mapping or Light Detection and Ranging (LiDAR) terrain (mobile) mapping. The Selected Consultant shall supplement this information with conventional surveying as needed.

## **XI. STRUCTURE DESIGN**

The Selected Consultant shall provide the necessary engineering service to submit an Advanced Situation Folder(s) to the Department for the appropriate applicable structure(s) anticipated to be two or three box culverts. The Structure Design will be performed by the Department.

## **XII. GEOTECHNICAL SERVICES**

The Selected Consultant will provide all Geotechnical Services required for the project.

## **XIII. TRAFFIC**

The Traffic projections and related information will be provided by the Department.

#### **XIV. UTILITIES**

The Selected Consultant shall locate all existing utilities and locate them on the plans provided to the Department. The Department will develop the utility contact list. All utilities including aerial carriers shall be field-verified by the Selected Consultant. Sizes and types of underground and aerial utilities shall be identified on the plans.

#### **XV. PREQUALIFICATION REQUIREMENTS**

To respond to this project the Selected Consultant must be prequalified in the following areas by the response due date of this advertisement:

##### ROADWAY DESIGN

- Rural Roadway Design
- Surveying

##### GEOTECHNICAL SERVICES

- Drilling Services
- Engineering Services
- Laboratory Testing Services

#### **XVI. PROCUREMENT SCHEDULE**

- Bulletin Posted - June 9, 2015
- Response Date - July 1, 2015 by 4:30 PM ET (Frankfort Time)
- First Selection - July 7, 2015
- Final Selection - July 22, 2015
- Pre-Design Conference - July 29, 2015
- Fee Proposal - August 7, 2015
- Contract Negotiations - August 19, 2015
- Notice to Proceed - September 17, 2015

#### **XVII. PROJECT SCHEDULE**

- Alternative Alignments Review Meeting • November 13, 2015
- Preliminary Line & Grade • March 18, 2016
- Final Joint Inspection • September 15, 2016
- Right-of-Way/Utility Plans • November 1, 2016
- Final Plans • February 1, 2018

#### **XVIII. EVALUATION FACTORS**

Consultants will be evaluated by the Selection Committee based on the following, weighted factors:

1. Relative experience of consultant personnel assigned to project team with highway project for KYTC and/or federal, local or other state governmental agencies. (10 Points)

2. Capacity to comply with project schedule. (10 Points)
3. Past record of performance on projects similar in type and complexity. (10 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (10 Points)
5. Consultant's offices where work is to be performed. (2 Points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

**XIX. SELECTION COMMITTEE MEMBERS**

1. Joe Plunk, PE, User Division
2. Wendy Southworth, PE, User Division
3. Kevin Sandefur, PE, Secretary's Pool
4. Travis Thompson, PE, Secretary's Pool
5. Cole Mitcham, Governor's Pool

**XX. AREA MAP**

